

FOREIGN BROADCAST INFORMATION SERVICE

P. O. Box 2604
Washington, D. C. 20013

MHQ-5063
11 JUN 1985

STAT

[Redacted]

Okinawa Bureau, FBIS

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Dear [Redacted]

I am pleased to inform you that you have been awarded a Certificate of Special Achievement with cash emolument of \$1,000 for your extraordinary efforts in developing a LOTUS 1-2-3 software application for the IBM personal computer to handle the bureau's financial spreadsheet and the monthly financial status report.

This fine achievement, as a result of self-study and expertise acquired outside the office and beyond normal duties, represents a significant savings to FBIS in advancing our efforts to develop a computer support program for the field bureaus.

Please accept my congratulations on a job well done.

Sincerely,

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[Redacted Signature]

Director

Enclosures

cc: Acting Chief, Okinawa Bureau

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FBIS/Ops (7Jun85)

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